

DD/I NOTICE
No. 20-560-3

DD/I N 20-560-3
9 April 1958
(Reissued 21 September 1960)

DD/I SELECTION PROGRAM
FOR OVERSEAS POSITIONS

1. The purpose of this notice is to define the selection program to be employed by the DD/I in locating suitable individuals to fill DD/I positions overseas [REDACTED] and to set forth the responsibilities of various offices and individuals in carrying out this program.

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2. Opportunity for overseas service for people in the DD/I area is comparatively limited owing to the small number of such positions under the DD/I's jurisdiction. It is our desire to make these opportunities available to all qualified personnel and to select the most effective individual for each opening. An assignment overseas is a useful experience in the career progression of every employee and unquestionably adds to his value to the Agency. In order to make this experience available to the greatest number of DD/I employees it is DD/I policy that individuals will not be allowed to extend their overseas tours or to take more than one such tour except for pressing reasons involving the good of the Agency.

3. For the purpose of selecting candidates overseas positions will be considered as falling into four general categories:

- a. The senior position at each station and those positions which require incumbents who possess general area and/or political analyst backgrounds.
- b. Those positions which require economic, geographic, or factory markings background.
- c. Those positions which require scientific backgrounds.
- d. Clerical positions.

4. The selection of replacements to fill professional positions will be started 9 to 12 months ahead of the scheduled departure so that necessary language, area or other training may be afforded the replacement. Responsibilities for advertising future vacancies through the established DD/I Vacancy Notice system, recommending selection and approval are as follows:

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- a. Positions referred to in para. 3a above (i.e. senior and political) will be advertised by the Assistant to the DD/I (Admin.). Nominations will be reviewed by the Assistant to the DD/I (Admin.) who will make recommendations to the IP Career Service Board (with OO and OCR Career Service Boards representatives included) for final selection.
- b. Positions referred to in para. 3b above (i.e. economic, geographic and markings) will be advertised by OPR. The OPR Career Service Board will review nominations and make recommendations to the AD/RR who will select candidates for DD/I review and approval.
- c. Positions referred to in para. 3c above (i.e. scientific) will be handled in the manner prescribed in para. 4b except that OSI and not ORR will be the action office.
- d. Clerical positions referred to in para. 3d will be advertised by the Assistant to the DD/I (Admin.) and final review and selection will be made by that Office.

5. The system outlined herein will provide ample opportunity for qualified DD/I employees to present themselves for consideration. At the same time it in no way obviates directed assignment of an individual in the spirit of the Career Service agreement where the DD/I considers it necessary for the effective fulfillment of his mission.

[Redacted Signature]

ROBERT AMORY, JR.
Deputy Director (Intelligence)

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